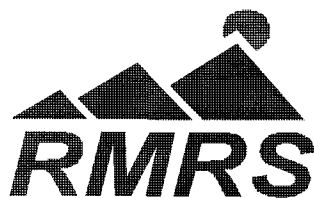


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**Rocky Mountain
Remediation Services, L.L.C.**
... protecting the environment

INTEROFFICE MEMORANDUM

DATE: March 11, 1996

TO: Distribution

FROM: Herb Finkelman, Project Management, T130F, X5491

SUBJECT: MEETING MINUTES FOR THE 707 "J" MODULE GLOVE-BOX REMOVAL
MEETING March 4, 1996 - HNF-023-96

Action: Attendees are responsible for the action items listed below.

PURPOSE

The purpose of this correspondence is to distribute the meeting minutes for the 707 "J" Module Glove-box Removal meeting held on March 4, 1996.

DISCUSSION

<u>Name</u>	<u>Department</u>	<u>Bldg</u> <u>Phone/Pager/FAX</u>
Attendees:		
Herb Finkelman	Project Management	T130F 5491/D0381/F5215
Pete Ross	Planning and Integration	T130F 5616/D5091/F5215
Tim Humiston	Engineering	T130F 2700/D0850/F8048
Bill Anderson	Maintenance	T439D 8052/D4555
Garth Beers	Safety	T891C 3149/D3060
Don Clark	Planning	B770 8180/D7195/F2335
Mike Nelson	Construction	T764B 7647/D3876
Dan Coyne	Maintenance	T439D 8177/D7223
Dave Stough	Maintenance	T439D 4384/D1569
Pete Tourigny	Maintenance	T439D 3043/D6171/F3711
Mary Aycock	SEG - Waste Liaison	T130F 5309/ /F8244
Absent:		
Bob Garcia	Construction	T764B 6259/D1237
Steve Sergeson	K-H Proj. Mgmt.	T130F 7758/D7692
M.E. Brown	Rad. Ops.	B549 2397/D5203/F2062

Overview:

- The scope of the project consists of the removal of 4 large glove-boxes and 1 small "B" box in the "J" Module of Bldg. 707. All associated utilities are also to be removed. J 20, J 40 and J 50 are contaminated. They will be removed to building 776 for volume reduction. J 30 and J 40A are to be moved to "D" module in 707 for future use.
- SSOC is providing the Engineering and IWCP for the initial phase of disconnecting the boxes from the bldg. RMRS will to the engineering and IWCPs for the lead removal and relocation of the boxes.

ADMIN RECCRD

B707-A-000043

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3. The initial IWCP was approved with comments on 2/28. The initial Pre-ev will be on 3/7.

Project Management:

1. We need to develop a plan for the volume reduction effort. Herb's action for now.
2. Mary has not had any input from Craig Smith on the Nuclear Safeguards or Criticality issues. However, this is not critical at this time. The Traffic plan is not a long lead time item. We will work this issue after the project is in process.
3. There will be a NRWOL for the glove-boxes. It is being transmitted for incorporation into the IWCP.
4. The waste/IH characterization plan is in the signature cycle. We will expedite the sampling as required.
5. Mary will discuss waste coordination with Mike Klein later this week. Discussions will center around dock coordination. Shirley Garcia does not think this will be a problem and will help in this effort. We will develop 90 day areas as required.
6. Mary is to determine who our waste inspector will be this week.
7. Mary will research/confirm potential waste disposal costs. The project should not fund Waste Operations mortgage costs but will be responsible for off-site disposal costs.
8. We received our exemption allowing 2" and smaller pipe to be disposed of in crates.
9. Mary is optimistic on our ability to sell the lead overlay windows and also has a lead on selling the lead shielding even if it is contaminated.
10. Herb will explore the need for regular meetings with building Ops. The Friday meeting went well.
11. Based on the current approach, it will not be necessary to shut down the bldg. ventilation during breach operations.
12. Herb reported that the project will be responsible for increased APENS monitoring costs estimated at \$1500 month.
13. As a result of the Friday meeting with the building, Herb agreed that RMRS would perform the draining of free liquids.

Engineering:

1. We are researching the Asbestos regulations to determine permit and other requirements.
2. Most of the glove-bag details have been finalized and are ready for procurement. Pete Tourigny will research the CBOM and get the bags and tent material on order. Not all of the special bags for the center line breach and crit drains have not been designed yet, but will be completed shortly. We had a communication breakdown on access to the CBOM which cost us 3 days in the procurement effort.
3. Tim still owes Don the information on the J 20 & 30 windows. It will be provided in the next few days.
4. Jack Tedaro has the most recent air test information. We will get it when convenient.
5. Tim received the breach list from Jack this week.
6. The lift plan is being developed. Originally the boxes came through the wall, but this may not be required to remove them. We determined that J 20 and J 30 required different lifting techniques for assembly.
7. Tim will have to develop glove-box crate dwgs.
8. Tim is working the Fire-Load restrictions on waste crate location.

Construction:

1. Gene confirmed that Building Ops may unclassify our specific work area, which would minimize any escort requirements.
2. The IWCP is with Rad Ops for RWP preparation.
3. We believe the training is under control. We still would like to obtain SSOC concurrence.
4. Procurement of the CBOM for the initial IWCP continues to be a major concern. Mike Nelson has the lead in assuring all material is listed and on order. Pete Tourigny will assist. As noted above, we had a 3 day delay in the procurement effort. We will pre-kit in 439.
5. Dave and Mike are trying to confirm the location of spare glove-box gloves.
6. When the lift plan is finalized, we need to locate and certify required equipment.
7. Mike and Bob are arranging the glove-box filter replacement effort. A separate A package may be required.
8. Mike will confirm enough PPE is available. Tim is to check on laundry concerns over lead work.
9. Bob is getting air movers located. We will not relocate the equipment until our staging plan is complete. Certification is not a long lead item.
10. Mike is to determine glove-box surveillance requirements. The LCO manager for the building will have the information.
12. There are no specialized qualifications for Ultra Probe 2000 operation.
13. Garth is finalizing the HASP. He and Mike are also working on the initial AHAs.
14. Mike is working on reserving interior lockers for the respirators.
15. Herb reported that Jim Stailing indicated that RMRS SWPs were acceptable.
16. Obtaining portable SAAMs for the tents remains a concern. We believe we have located 4 for our project. This issue is being worked.
17. A LO/TO walkdown is scheduled for 3/6.
18. Gene is to determine RCT glove-bag training requirements.
19. Mike is working the Temporary Facility Transfer issue.

Schedule:

1. The basic schedule is approved. We will adjust the logic of the pre-reqs to reflect actual logic versus our goals laid out during schedule development.
2. Pete Ross is to talk to Tom Bourgeois and Mark Maier on schedule concerns learned from the "D" Module effort.

Action Items:

1. Develop plan to deal with Lead Windows; sample lead for contamination. Action: Mary Aycock Due: Characterization plan out for review.
3. Initiate Mock-up construction and conduct training. Action: Tim Humiston Due: Only true mock-up will be J 20. This will be completed after all glove bags are ordered.
4. Finalize Glove-bag and Sleeve approaches. Action: Tim Humiston and Jack Tedaro Due: Approaches complete. Tim to develop a list of all breaches with our containment plan by 3/5.

5. Complete IWCPs for Lead Removal and Glove-box relocation. Action: Don Clark Due: Started will complete after Tim finalizes J 20 and 30 questions on window design. Don will issue partial CBOMs as soon as possible.
7. Push Procurement of CBOM Materials. Action: Mike Nelson and Pete Tourigny Due: on-going
9. Develop and finalize lift plan. Obtain required equipment. Action: Tim Humiston, Mike Nelson, Dave Stough Due: 3/7
13. Obtain and certify Air movers. Action: Mike Nelson Due: 3/7 We will move the air movers when the space allocation plan is completed. Certification can be accomplished relatively quickly.
15. Determine Window configuration relative to the lead and which windows are lead. Action: Tim Humiston Due: 3/1 J40/50 information provided. J20/30 complete by 3/5.
16. Complete Safety Plan for IWCP. Action: Garth Beers Due: 3/5 Plan in review cycle.
20. Check on previous asbestos approaches and develop cost comparison. Action: Mary Aycock Due: Intent is to sample for asbestos.
22. Obtain most recent air test from Jack Tedaro. Action: Tim Humiston Due 3/8
23. Conduct preliminary walk down of LO/TO locations and requirements. Action: Mike Nelson and Bill Anderson Due: Due to changing priorities the Friday walkdown was canceled by Howard Mason. The next window was Tuesday which was canceled due to water contamination concerns.
26. Locate/reserve and calibrate required portable SAAMs. Action: Mike Nelson and Herb Finkelman Due: We are attempting to obtain 4 from to RES project.
27. Locate Ultra Probe 2000 and determine operational requirements. Action: Mike Nelson Due: Complete - Probes located. There are no qualification requirements.
28. Obtain SSOC liquid sample results. Action: Herb Finkelman Due: Will get from Mark when available.
29. Develop waste packaging sheet and request exemption from drumming <2" pipe. Action Mary Aycock Due: Complete - exemption received.
30. Establish area staging plan for waste, air movers etc. Action: Herb, Mike, Dave Due: 3/6.
31. Finalize Traffic Plan. Action: Mary Aycock Due: Later
32. Determine Waste Disposal Costs. Action: Mary Aycock. Due: 3/7
33. Finalize any Operations shutdown requirements. Action: Tim Humiston and Herb Finkelman Due: Complete - will not be required with current approach.
34. Finalize any need to tear down walls for box removal. Action: Tim Humiston Due: 3/7

35. Locate and reserve portable SAAMs. Action: Mike Nelson and Steve Sergeson Due: Closed - duplicate of item 26.
36. Provide Welding Program information to Mark Maier. Action: Dan Coyne Due: Complete.
37. Develop Volume reduction plan. Action: Herb Finkelman Due: 3/7
38. Finalize Breach list. Action: Tim Humiston Due: Closed - incorporated into item 4.
39. Develop glove -box crate dwgs. Action: Tim Humiston Due: 3/15
40. Process Facility Transfer Form. Action: Mike Nelson Due: 3/7
41. Provide name of waste inspector. Action: Mary Aycock Due: 3/5
42. Determine if technology exists to assay the boxes prior to Volume Reduction. Action: Mary Aycock Due: 3/14
43. Establish if we have a concern over dock coordination. Action: Mary Aycock Due 3/14
Shirley to call Mike Klein.
44. Resolve concern over quantity of Asbestos we are dealing with. Action: Herb, Tim and Mary. Permit prep to be started while issue being worked.
45. Finalize Fire Load implications on waste staging. Action: Tim Humiston Due: 3/5
46. Resolve question of glove currency and concern on using gloves if box out of service.
Action: Mike Nelson and Dave Stough Due:
47. Coordinate Filter Tech replacement of Glove Box filters. Action: Mike Nelson Due:
48. Coordinate RCT overtime. Action: Gene Brown Due: 3/7
49. Determine methodology/requirements to drain free liquids. Action: Mike Nelson Due:
Sample results can have major impact on this task.
50. Take steps to assure adequate PPE and respirators are available. Action: Mike Nelson
Due:
51. Determine Glove Box Surveillance requirements. Action: Mike Nelson Due: Check with
707 LCO Mgr.
52. Reserve internal lockers for the respirators. Action: Mike Nelson Due:
53. Relocate Dosimeters to 707 board. Action: Dave Stough Due: 3/7
54. Assure RCTs are glove bag trained. Action: Gene Brown Due:
55. Resolve question on red badges while module operations are in process. Action: Gene
Brown Due:
56. Develop daily activity report for the shift manager. Action: Herb Finkelman and Mike
Nelson Due:
57. Determine availability of glove box gloves. Action: Mike Nelson and Dave Stough Due:

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58. Determine availability of PPE and any special laundry issues due to lead. Action: Tim Humiston and Mike Nelson Due:

The next meeting will be March 4, 1996, 1:00 p.m. in Building 439.

RESPONSE REQUIREMENTS

Team members are responsible for responding to action items listed above.

HNF:dlu

Distribution:

D. Clark	-	DynCorp - 770	P. Tourigny	-	RMRS - T439D
S. Sergeson	-	K-H - T130F			
R. Williams	-	K-H - T130F	K. Bates	-	SSOC - 441
			T. Davidson	-	SSOC - 441
B. Anderson	-	RMRS - T439D	H. Mason	-	SSOC - 750
M. Aycock	-	RMRS - T130F	G. Trieste	-	SSOC - 750
M. Brown	-	RMRS - 549			
G. Beers	-	RMRS - T891C			
D. Coyne	-	RMRS - T439D			
B. Garcia	-	RMRS - T764B			
C. Guthrie	-	RMRS - T130F			
T. Humiston	-	RMRS - T130F			
M. Nelson	-	RMRS - T764B			
P. Ross	-	RMRS - T130F			
D. Stough	-	RMRS - T439D			

File 17.402.F

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